

**SECRET**  
Classification

Approved For Release 2006/11/13 : CIA-RDP75-00399R000100140144-3  
**REPORTS INVENTORY**

DD5/OTR/ISS -10

PREPARE IN DUPLICATE

1. TITLE OF REPORT (if a fill-in report include Form No.)

AIR Production Statistics

2. TYPE  
OF  
REPORT

☒ STATISTICAL  
☐ NARRATIVE  
☐ MACHINE-NAME LISTING

3. FUNCTIONAL AREA

☐ PERSONNEL ☒ TRAINING  
☐ LOGISTICS ☐ SECURITY  
☐ MEDICAL ☐ FINANCE

ADMIN. GENERAL  
OTHER (specify)

4. NO. OF COPIES PREPARED

2

5. FREQUENCY (weekly, monthly, quarterly, etc.)

Monthly

6. DISTRIBUTION (No. of components not number of copies)

1

7. FORMAT (memorandum, form computer print-out, etc)  
Form

8. ADP PROCESSING

☐ YES  
☒ NO

IF YES GIVE ADP PROCESSING NO.

9. DIRECTIVE AUTHORITY REQUIRING REPORT

Internal Directive

10. PREPARING COMPONENT (include lowest level contributing information to report)

OTR/ISS/AIR

11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)  
None (data obtained from Daily Tally Sheets, Forms 136 and 73, Training Report Log)

### 12. COST FACTORS

#### A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	<input checked="" type="checkbox"/>	HOURS PER REPORT	=	COST PER REPORT	<input checked="" type="checkbox"/>	TIMES PREPARED	=	COST PER YEAR
GS-08	4.90		2		9.80		12		117.60
GS-04	3.20		21		67.20		12		806.40

#### B. COSTS OF COMPUTER PRODUCED REPORTS \$924.00

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TOTAL COSTS PER YEAR

\$924.00

13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (In addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

### 14. FUTURE GOALS

GOAL PROPOSED BY COMPONENT FOR THIS REPORT

☒ RETAIN AS IS ☐ OTHER (explain)  
☐ CHANGE  
☐ DISCONTINUE

ESTIMATED SAVINGS

MAN-HOURS	DOLLARS
0	STAT

16. DATE OF INVENTORY

8 Oct. 1970

17. NAME AND TITLE OF PERSON FURNISHING INFORMATION

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Production Control Specialist Automation

18. EXTENSION

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